BRIAN HEAD

The Regular Meeting of the
Brian Head Town Council Acting as the
Governing Body for the
Brian Head Special Service District
Brian Head Town Hall – Council Chambers
56 North Highway 143 – Brian Head, UT 84719
www.Zoom.us (Click Here)
Via Zoom Meeting ID# 819 0821 8063
TUESDAY, MARCH 11, 2025 @ 1:00 PM

MINUTES OF THE TOWN COUNCIL

Roll Call.

Members Present: Mayor Clayton Calloway, Council Member Kelly Marshall, Council Member Larry Freeberg.

Members Absent: Council Member Martin Tidwell, Council Member Mitch Ricks.

Staff Present: Bret Howser, Town Manager; Nancy Leigh, Town Clerk; Greg Sant, Planning & Zoning Administrator; Jon Ficken, Public Works Director

A. CALL TO ORDER

Mayor Calloway called the regular meeting of the Town Council to order at 1:00 pm.

B. PLEDGE ALLEGIANCE

Mayor Calloway led the Council and others in the Pledge of Allegiance.

C. DISCLOSURES

- Mayor Calloway stated that he may have a potential conflict of interest with Agenda Item F-3, Construction Mitigation Policy, since he owns a construction company operating in Brian Head. Mayor Calloway commented that this agenda item will be tabled since there is a lack of a quorum, and he plans to recuse himself.

There were no other conflicts of interest with today's agenda items. Mayor Calloway stated that the disclosure statements are on file with the Town Clerk and are available for public inspection during normal business hours.

D. APPROVAL OF THE MINUTES:

February25, 2025, Town Council Meeting.

Motion: Council Member Marshall moved to approve the February 25, 2025, council minutes. Council Member Freeberg seconded the motion.

Action: **Motion carried 3-0-0 (summary: Yes = 3 Vote: Yes:** Council Member Marshall, Council Member Freeberg, Mayor Calloway. **Absent:** Council Member Tidwell, Council Member Ricks).

E. REPORTS / PUBLIC INPUT ON NON-AGENDA ITEMS.

Public input is limited to three (3) minutes on non-agenda items.

Nancy Leigh, Town Clerk, reported the Town's 50th Anniversary Celebration will begin on Wednesday, March 12, 2025, the Town's actual anniversary date, and will continue for four days until March 15th. The main events are ski joring down Village Way and a drone show on Saturday, March 15, 2025. The schedule of events is available on the Town's website. The Town will continue the celebration with three days of events July 24-26, 2025.

Council Member Marshall reported that the Art Committee yesterday to discuss another public art piece. One idea discussed was utilizing one theme in different types of art pieces, such as the shuttle stops that are planned to be installed throughout the Town. The budget was also discussed as to keeping the cost below the previous public art piece. Bret explained that the committee is requesting parameters around the public art project before it goes to bid. Some of the options discussed were as follows:

1. The total budget for the art project.
2. If a community survey should be conducted to gather the public's input.
3. If there should be smaller art projects around town or one public art piece.

The Council discussed the following:

1. Consensus of the Council for budget: $50,000
2. One example of multiple art pieces is the buffalo art that is throughout St. George.
3. Shuttle Stop panel could have a public art mural on the panel and would be coated in a non- graffiti wrap.
4. When the bid is advertised, the committee will select a group of artists from the submitted bids.
5. The bid needs to identify parameters of what the Town is looking for but enough freedom for the artist to present their concept.
6. Possible bronze metal fabrication, but the cost would be significant.
7. Bret reported that the Town should be closer to a concept and then will request proposals from artists.
8. Bret explained that he has some ideas on a community survey to collect input on what types of art play the best and stays within the budget of $50,000.

Mayor Calloway

1. The Elected Officials Board is now complete and is displayed in the Council's Chambers. Mayor Calloway commented that the board turned out nice.
2. Interviewed with Ski Utah magazine.

Jon Ficken, Public Works Director

1. Updated the Council on the white garbage truck where the original estimate to fix the truck was $20,000. The repairs are now estimated to be under $15,000. The green garbage truck repair was $1,500, but the white garbage truck is still waiting for repair.
2. The sewer vac truck also needs repairs with the original estimate being $20,000, but staff were able to contact International who manufactured the truck, and they brought the estimate to $2,600.
3. Jon reported he will have the actual budget for each of the repairs in his next department update.
4. Bret reported that a new skid steer has been purchased. The Town has been saving for the replacement and purchased a 2023 Bobcat skid steer with 250 hrs. and comes with a logging clamp. The new skid steer has a backup camera, and the tracks the Town currently has will fit the new skid steer. Town was able to save on the purchase of a 2023 skid steer.

5. Looked at a forklift in Panguitch and it had 900 hours on it. Jon explained that forklifts can go up to 100,000 hours. The Town is considering purchasing the forklift.

Bret Howser, Town Manager

1. Staff are clearing out a backlog of vehicles and will be selling three vehicles along with replacing the Toyota Rave4, which needs breaks.
2. Senator Curtis will be in Brian Head next Tuesday night and is requesting a meeting with the elected officials on Wednesday, March 19, 2025, at 9AM at the Public Safety Building. Brian Head Resort, Parowan City and representatives from the Forest Service have been invited to the meeting. Senator Curtis is interested in what is happening in this area. Bret reported he will send out a notice of the meeting to the Council.

Greg Sant, Planning & Building Administrator

1. Will be attending a training to complete his final certification for electrical. Greg explained once he obtains his certification, he will then be licensed to conduct all residential building inspections.
2. The annual kick-off for contractors and real estate agents training will be taking place. Greg reported that the contractors and real estate agents have agreed to send out the training information to their members.

F. AGENDA ITEMS:

SPECIAL SERVICE DISTRICT:

1. RESOLUTION AWARDING THE SPECIAL SERVICE DISTRICT WATER RIGHTS FOR THE 2025 IRRIGATION SEASON. A resolution awarding the Water Rights Lease Agreement for the 2025 irrigation season.

Nancy Leigh, District Clerk, presented a draft resolution for the water rights least agreement for the 2025 irrigation season (see attached). Nancy explained that the Special Service District leases out the additional water rights on an annual basis and can be used for the irrigation season which runs from April to October 31st.

Nancy reported one bid was submitted by Robert Jeffrey Parker in the amount of $14,299.99 and he will also reimburse the Town for the State's Annual Distribution Fee which is typically $250 to $300. Nancy recommended the Board approve the 2025 water lease agreement to Robert Jeffrey Parker as presented.

District Chair Calloway inquired as to where the funds are allocated. Nancy reported that the funds will go into the Town's Water Fund.

Motion: Board Member Marshall moved to adopt resolution No. SSD-041, authorizing the water lease agreement in the amount of $14,299.99 plus the reimbursement of the distribution assessment as presented. Board Member Freeberg seconded the motion.

Action: **Motion carried 3-0-0 (summary: Yes = 3 Vote: Yes:** Board Member Marshall, Board Member Freeberg, District Chair Calloway. **Absent:** Board Member Tidwell, Board Member Ricks).

BRIAN HEAD TOWN:

2. **FISCAL YEAR 2026 STRATEGIC PLAN REVIEW.** A review of the first draft of the FY2026 Strategic Plan for Public Works and Administration.

Bret Howser, Town Manager, presented the FY2026 Strategic Plan draft for the Council review (see attached). The Council discussed the following actions steps:

Administration Department:

ST05: One Way direction on Village Way. Bret explained that this action step is currently on the FY2025 Strategic Plan and instead of having unofficial policies on trails and Village Way, it was decided to have it in writing and identified in the Snow Removal Policy. Council Member Marshall commented that she feels that having a one-way direction on Village Way during busy weekends and holidays is necessary for the flow of traffic.

ST07: Phase 4 of the Town's Walking Trail will be identified to both hotels and to Thunder Mtn. Motorsports. Bret explained that some of this engineering would need to wait for a potential development on Hunter Ridge Road across from Brian Head Lodge. Council Member Marshall and Council Member Freeberg commented that engineering should take place, but they are not sure where phase 4 would be on the priority list.

Council Member Marshall suggested working with Cedar Breaks Lodge on their maintenance yard when building the trail on some sort of screening of the yard since it is within the entrance to Brian Head. Council Member Marshall commented that it is important to have Phase 4 of the walking trail.

ADD ACTION STEP: Engineering for Town Trail Phase 4 along the shoulder of Hunter Ridge Road to Thunder Mountain Motorsports.

PK01: Pickleball court: Mayor Calloway commented that it would not benefit the Town to continue to seal the existing pickleball court since it does not work as a good pickleball court. Bret reported that Brianwood Homeowners Association will be sealing the pavement. The cost for a pickleball court was priced out and staff are now seeking grant funding. The action step is to identify a plan for pickleball courts.

PK02: Widen the dock at Bristlecone Pond. Mayor Calloway commented that this action step needs to be a high priority for the Town and would like to see it completed by July 4th. Bret explained that he is working on obtaining grant funding for this project. Mayor Calloway commented that he would like to have the existing dock replaced and an expansion on the width of the dock.

PK03: OHV Trail Bridge: Bret explained the bridge over the creek adjacent to Burt's Road will need to be engineered due to the groomers that would utilize it, unless it is the small pedestrian bridge adjacent to the OHV trail in the same area which would not need engineering. Mayor Calloway commented that he does not believe this is something that needs to be completed for an OHV bridge. Council Member Freeberg agreed with Mayor Calloway.
DELETE: Action Step for OHV Trail Bridge. When Aspen Meadows identifies their trails, then the Town will consider it.

Water Department

WA02: Consider policy to increase water acquisition fund charge. Mayor Calloway commented that it is reasonable for the Town to charge for selling water rights to developers. The Council will have a policy discussion about what the Town is charging for water rights.

WA03: Generator for Million Gallon Pump Station: Bret reported this action step was pulled off the list due to funding issues with the Division of Drinking Water. Jon Ficken, Public Works Director, reported that this action step is not important at this time. Bret explained the generator project was a backup for snowmaking.

Solid Waste

Council Member Marshall commented she believes it is important to have pavement under the dumpsters that are located on dirt roads. Council Member Marshall recommended Forest Drive, Park-U-Pine, Eagles Roost, and Trails at Navajo and anywhere the dumpsters are sitting on dirt/mud.

The Council will continue their review of the FY2026 Strategic Plan draft during their next Council meeting.

3. **CONSTRUCTION MITIGATION POLICY APPROVAL.** A policy for construction mitigation for construction companies operating in Brian Head.

Mayor Calloway commented that he plans to recuse himself for this agenda item which would leave two Council Members which do not constitute a quorum that is required.

Motion: Council Member Freeberg moved to table Agenda Item F-3; Construction Mitigation Policy due to a lack of a quorum. Council Member Marshall seconded the motion.

Action: **Motion carried 3-0-0 (summary: Yes = 3 Vote: Yes:** Council Member Marshall, Council Member Freeberg, Mayor Calloway. **Absent:** Council Member Tidwell, Council Member Ricks).

4. **FUTURE AGENDA ITEMS.** The Council will discuss potential items for future agendas.

March 18, 2025, Planning Commission Tentative Agenda Items:
Accessory Dwelling Unit Discussion
Nightly Rentals/Land Management Code Discussion.

March 25, 2025, Town Council Tentative Agenda Items:
Construction Mitigation Policy
FY2026 Strategic Plan Draft Review.
Trails Master Plan Adoption. Bret reported he will send out the draft Master Plan to the Council a week prior, so council has time to review the Trails Master Plan.

G. ADJOURNMENT

BRIAN HEAD

Motion: Council Member Marshall moved to adjourn the regular meeting of the Town Council acting as the governing body for the Special Service District. Council Member Freeberg seconded the motion.

Action: **Motion carried 3-0-0 (summary: Yes=3 Vote: Yes:** Council Member Marshall, Council Member Freeberg, Mayor Calloway. **Absent:** Council Member Tidwell, Council Member Ricks).

The regular meeting of the Town Council acting as the governing body of the Special Service District was adjourned at 2:37 PM on March 11, 2025.

April 22, 2025
Date Approved

Nancy Leigh

Nancy Leigh, Town Clerk

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